

City of Greenleaf

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CITY COUNCIL MEETING MINUTES

Regular Session – 7:00pm – 07 October 2025 – Greenleaf City Hall

Agenda:

1. Meeting called to order
2. Pledge of Allegiance
3. Roll Call
4. Comments to the Council
5. Adjustments to meeting agenda [**ACTION ITEM**]

6. **POLICE AND FIRE REPORTS**
 - 6.1 Police Report
 - 6.2 Report and City Staff request for confirmation of partnership with Wilder PD for a plate reader [**ACTION ITEM**]
 - 6.3 Fire Report

7. **AGENDA ITEMS REQUIRING CONTRACT STAFF INPUT**
 - 7.1 Consideration of P&Z Recommendation for Canyon County Parcel #36299 Conditional Use Permit (CUP) Application [**ACTION ITEM**]
 - 7.2 Discussion of draft Greenleaf Air Ranch (GLAR) Development Agreement (DA) #3
 - 7.3 Consideration of setting a workshop session for continued discussion regarding GLAR DA #3 before an 18 Nov 2025 Public Hearing [**ACTION ITEM**]
 - 7.9 Projects Report
 - 7.10 Other business requiring contract staff input

8. **OTHER REPORTS AND PREVIOUS MEETING MINUTES (CONSENT AGENDA)**
 - 8.1 Treasurer's Report and Disbursement List
 - 8.2 Public Services Director's report
 - 8.3 City Clerk's report
 - 8.4 Monthly new construction valuation report
 - 8.5 Consideration of consent agenda [**ACTION ITEM**]

9. **OTHER BUSINESS**
 - 9.1 Any other business

10. **MINUTES REVIEW**
 - 10.1 Recess to allow the clerk to finish draft minutes for this meeting, if needed
 - 10.2 Consideration of minutes for this meeting [**ACTION ITEM**]

11. **ADJOURNMENT**
 - 11.1 Adjournment [**ACTION ITEM**]

1. Meeting called to order
Mayor Brad Holton called the meeting to order at approximately 7:00p.
2. Pledge of Allegiance
Brad Holton led those assembled in the Pledge of Allegiance.
3. Roll Call
The clerk was asked to do roll call, with the following results:

<input checked="" type="checkbox"/> Seat 1: Ryan Schnuerle	<input checked="" type="checkbox"/> Seat 2: Rob Fisher	<input checked="" type="checkbox"/> Seat 3: Rachel Brobeck
<input checked="" type="checkbox"/> Seat 4: Dan Hyer	<input checked="" type="checkbox"/> Mayor: Brad Holton	<input type="checkbox"/> Impact Area: Liza Warner
Also Present:		
<input checked="" type="checkbox"/> City Clerk	<input type="checkbox"/> Public Services Director	<input type="checkbox"/> Police
<input checked="" type="checkbox"/> City Attorney	<input checked="" type="checkbox"/> City Engineer	<input type="checkbox"/> City Treasurer
		<input type="checkbox"/> Fire

The meeting was available to be joined via computer, tablet, or smartphone at: <https://meet.goto.com/CityofGreenleaf/council-mtg>, or via telephone United States: +1 (571) 317-3112 Access Code: 142-571-637

Ryan Schnuerle attended via video-conference.

4. Comments to the Council - This agenda item is reserved for those wishing to address the Council regarding city-related issues. In order to ensure adequate public notice, Idaho law provides that any item requiring Council action must be placed on the agenda of an upcoming Council meeting, except for emergency circumstances. Comments related to future public hearings should be held for that public hearing, and should not be discussed by Council before the public hearing. Repeated comments regarding the same or similar topics previously addressed are out of order and will not be allowed. Persons wishing to speak will have a maximum of three (3) minutes. Comments regarding performance by city employees are inappropriate at this time and should be directed to the Mayor, either by subsequent appointment or after tonight's meeting, if time permits. Multiple persons speaking to the same concern will be acknowledged, but only one speaker will be allowed.
No one chose to address Council

5. Adjustments to meeting agenda [ACTION ITEM] (held at 3.5)
No adjustments were made.

6. **POLICE AND FIRE REPORTS**

6.1 Police Report

No written report was available.

6.2 Report and City Staff request for confirmation of partnership with Wilder PD for a plate reader [ACTION ITEM]

Brad Holton related that several places in the County are participating in the plate reader program, with approximately \$3,600.00 annual subscription per camera/reader node. This is used for law enforcement. Discussion followed.

Dan Hyer moved to approve the request. Rachel Brobeck seconded. The motion received unanimous approval.

6.3 Fire Report

Please see written report (01 Jan – 30 Sep 2025) for detail.

7. **AGENDA ITEMS REQUIRING CONTRACT STAFF INPUT**

7.1 Consideration of P&Z Recommendation for Canyon County Parcel #36299 Conditional Use Permit (CUP) Application [ACTION ITEM]

The clerk was directed to put this back on the agenda after the ITD access permit is available. Cheryl Hall related that ITD needs revised plans, and requested a conditional approval. Discussion followed. A special session meeting was offered by Mayor to expedite once an access permit is available from ITD.

The City Engineer was asked to send an email to ITD on the applicant's behalf.

7.2 Discussion of draft Greenleaf Air Ranch (GLAR) Development Agreement (DA) #3
Hethe Clark presented a draft development agreement #3, in preparation for meeting on 18 November 2025.

There are 3 components proposed:

- 5-year extension
- Annual reporting
- Voluntary contribution to address HB389(2021) concerns. \$1,500.00 is proposed but will be discussed later at a workshop, to be collected with building permit.

Discussion followed, including the impact of HB389(2021) 8% property tax levy cap on police and fire staffing. It was noted that the agreement is written for the voluntary contribution to end if the 8% cap established by HB389 ends.

7.3 Consideration of setting a workshop session for continued discussion regarding GLAR DA #3 before an 18 Nov 2025 Public Hearing [ACTION ITEM]

Discussion followed. Many potential meeting times were considered. Discussion continued.

Dan Hyer moved to set a workshop session for Thursday 16 Oct 2025 at 6:30p, with Monday 10 November 2025 at 6:30p tentatively set for a public hearing. Ryan Schnuerle seconded. The motion received unanimous approval.

7.9 Projects Report

Amy Woodruff reported that the manganese sampling is being pushed back due to issues at the sewer plant.

The shooting range facility plan draft is at about 90%, ready to submit to Idaho Fish and Game for staff-level review before moving forward with public process.

A productive conference call was held with the Royal Ridge team, moving forward with construction drawings.

Discussion followed. It is thought that having manganese sampling done before the temperature in water mains drops seasonally is optimal. The manganese is constant, but may drop out of solution more readily in warmer temperatures.

7.10 Other business requiring contract staff input

There was none. It was noted that Area of Impact presentation by staff to the County is on 15 October.

8. **OTHER REPORTS AND PREVIOUS MEETING MINUTES
(CONSENT AGENDA)**

8.1 Treasurer's Report and Disbursement List

Please see written report for detail.

Council paused to review the written report, including disbursement list. Advanced Control Systems (ACS) is requested as a new vendor.

8.2 Public Services Director's report

No report was available, due to emergency changeover to empty an oxidation ditch.

8.3 City Clerk's report

Please see written report.

8.4 Monthly new construction valuation report

Please see written report.

8.5 Consideration of consent agenda **[ACTION ITEM]**

Dan Hyer moved to approve the consent agenda, with addition of Advanced Control Systems (ACS) to the vendor list. Rachel Brobeck seconded. The motion was approved by voice vote.

9. **OTHER BUSINESS**

9.1 Any other business

There was none.

10. **MINUTES REVIEW**

10.1 Recess to allow the clerk to finish draft minutes for this meeting, if needed

No recess was taken.

10.2 Consideration of minutes for this meeting **[ACTION ITEM]**

Rob Fisher moved to accept the minutes. Rachel Brobeck seconded. The motion received unanimous approval.

11. **ADJOURNMENT**

11.1 **Adjournment [ACTION ITEM]**

Rachel Brobeck moved to adjourn. Dan Hyer seconded. The motion received unanimous approval and the meeting adjourned at approximately 8:18p.

Respectfully submitted,

Lee C. Belt
City Clerk
City of Greenleaf

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Materials are available in Spanish upon request.

Los materiales están disponibles en español a pedido.